



PARKLAND
COLLEGE

Your Answer...

*Annual Report
Appendices*

09.10

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Board of Governors' Report

The Parkland College Board of Governors carried on many of their regular duties throughout the year. These included approval of the monthly financial statements, approval of the Trimester reports presented by management, review of the Regional Colleges' Act and Regulations, approval of the Audited Financial Statements, Business Plan, Needs Assessment and Annual Report, facility leases and approval of high cost technology purchases.

The Audit Finance Committee is responsible for working closely with management throughout the yearly auditing process and to recommend to the full Board approval of the annual Audited Financial Statements.

The Board Advocacy Committee role is to assist the Board of Governors in planning and executing the job of advocacy, communications, relationship-building and fundraising with its many and varied external publics. This role was accomplished through the communication of key messages about Parkland College through individual and group meetings held with key political contacts, stakeholders and the public.

Members of the Board attended the Governors' Leadership Development Workshop, Association of Saskatchewan Regional Colleges meetings, Association of Canadian Community Colleges Conference, Literacy Recognition Event, and College Graduation. A Board member participated on the provincial Board Leadership Development committee.

The Board of Governors endorsed the Business Plan for development of a Trades and Technology Centre in Yorkton and a Concept design was commissioned.

The Parkland College Board of Governors ratified the September 1, 2009 to August 31, 2012 Collective Agreement with the Saskatchewan Government and General Employees Union.

A Sustainability Development Policy was approved by the Board of Governors which commits staff, students and the community of the College to sustainability and stewardship in all areas of operations, endeavors, functions and activities on all College campuses.

Parkland College Board of Governors is proud of the work the College has accomplished over the year and is proud to present the College's 2009-2010 Annual Report.

BOARD MEMBERS

Sally Bishop, Kamsack
D. Lydia Cyr, Fort Qu'Appelle
Del Killick, Melville
Robert Maloney, Yorkton
John Oussoren, Sturgis
Raymond Sass, Yorkton
Doris Stelmackowich, Melville

BOARD MEETINGS 2009-10

8 Regular Meetings
1 Constitutional Meeting
4 Special Meetings
2 Audit Committee Meetings

EXECUTIVE COMMITTEE

Del Killick
Raymond Sass

ASSOCIATION OF SASKATCHEWAN REGIONAL COLLEGES

Del Killick

FINANCE/AUDIT COMMITTEE

Sally Bishop
Ryan Hoffman
Del Killick
Fay Myers
Doris Stelmackowich

ADVOCACY COMMITTEE

Del Killick
Raymond Sass

Key Performance Measures

KEY PERFORMANCE INDICATOR #1

Number of Student Enrollments - expressed in terms of full load equivalents (FLE) for all credit and non-credit programs.	Baseline (FLE's)	2009-10 Target (FLE's)	2009-10 Results (FLE's)
1a) Skills Training - Institute Credit (includes Institute Credit-SIAST, Institute Credit-Other and Apprenticeship)	174	280.5	255.3
b) Skills Training - Industry Credit	153	117.7	92.0
c) Skills Training - Non-Credit	57	44.1	75.1
d) Adult Basic Education - Credit	153	233.5	234.3
e) Adult Basic Education - Non-Credit	137	96.0	149.4
f) University - Credit	82	80.1	67.2

KEY PERFORMANCE INDICATOR #2

Participation, Employment, and Continued to Take Further Training (Rates for Aboriginal Students in %'s, Credit Programs only)	Baseline (%'s)	2009-10 Target (%)	2009-10 Results (%)
2A. Aboriginal Participation (Enrollment) Rate (full-time/part-time)			
a) Skills Training - Institute Credit	29	30	18
b) Skills Training - Industry Credit	19	20	20
c) Adult Basic Education - Credit	60	60	47
d) University - Credit	20	20	29
2B. Graduation Rates of Aboriginal Persons ** (full-time)	** Revised		
a) Skills Training - Institute Credit			
i) As % of Graduates	47	48	18
ii) As % of Aboriginal Enrolments	62	60	70
b) Skills Training - Industry Credit			
i) As % of Graduates	n/a	n/a	n/a
ii) As % of Aboriginal Enrolments	n/a	n/a	n/a
c) Adult Basic Education - Credit			
i) As % of Graduates	54	55	71
ii) As % of Aboriginal Enrolments	26	26	28
2C. Aboriginal Employment Rate (full-time)			
a) Skills Training - Institute Credit	78	80	55
b) Skills Training - Industry Credit	n/a	n/a	n/a
c) Adult Basic Education - Credit	57	60	79
2D. Aboriginal Continued to Further Training (full-time)			
a) Skills Training - Institute Credit	57	60	28
b) Skills Training - Industry Credit	n/a	n/a	n/a
c) Adult Basic Education - Credit	71	71	89

Key Performance Measures

KEY PERFORMANCE INDICATOR #3

Number of Graduates/Completers for all Credit Programs (In #'s of students)	Baseline (# of students)	2009-10 Target (# of students)	2009-10 Results (# of students)
3A. Number of Graduates			
a) Skills Training - Institute Credit (full-time/part-time)	127	180	217
b) Skills Training - Industry Credit (full-time/part-time)	268	260	194
c) Adult Basic Education - Credit (full-time/part-time)	53	65	119
3B. Number of Completers			
a) Skills Training - Institute Credit (full-time/part-time)	212	260	287
b) Skills Training - Industry Credit (full-time/part-time)	58	50	26
c) Adult Basic Education - Credit (full-time/part-time)	139	140	352

KEY PERFORMANCE INDICATOR #4

Participation, Employment, and Continued to Take Further Training (Rates for all students in %'s, for credit programs only)	Baseline (%'s)	2009-10 Target (%'s)	2009-10 Results (%'s)
4A. Participation (Enrolment) Rate (full-time/part-time)			
a) Skills Training - Institute Credit	33	40	35
b) Skills Training - Industry Credit	25	20	14
c) Adult Basic Education - Credit	27	27	41
d) University - Credit	15	13	10
4B. Graduation Rates of Students ** (full-time)	** Revised		
a) Skills Training - Institute Credit			
i) As % of Enrolments	64	65	74
c) Skills Training - Industry Credit			
i) As % of Enrolments	n/a	n/a	n/a
no full-time students			
d) Adult Basic Education - Credit			
i) As % of Enrolments	27	28	26
4C. Employment Rate (full-time)			
a) Skills Training - Institute Credit	89	90	87
b) Skills Training - Industry Credit	n/a	n/a	n/a
c) Adult Basic Education - Credit	56	60	77
4D. Continued to Further Training Rates (full-time)			
a) Skills Training - Institute Credit	72	70	62
b) Skills Training - Industry Credit	n/a	n/a	n/a
c) Adult Basic Education - Credit	76	76	83
no full-time students			

Key Performance Measures

KEY PERFORMANCE INDICATOR #5

	Baseline (\$'s)	2009-10 Target (\$'s)	2009-10 Results (\$'s)
JobStart/Future Skills Investment (In Contract \$ Received)	\$330,041	\$380,000	\$322,457

KEY PERFORMANCE INDICATOR #6

	Baseline (\$'s)	2009-10 Target (\$'s)	2009-10 Results (\$'s)
Total Contractual Revenue (In Contract \$ Received)	\$727,792	\$867,000	\$1,402,235

NOTE: Effective 2009-10, Graduation rates are based on full-time students only (not full-time and part-time students); therefore, baselines have been revised accordingly in Section 2B and 4B. This change in calculation was implemented to more accurately reflect graduation rates, as majority of part-time enrolments are "completed" and not graduated.

***Completer:** Any participant who has successfully completed course requirements or remained to the end of the program.

***Graduate:** Any participant who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institute.

Enrollment by Program

Table 1 - Comprehensive Enrollment by Program Groups for the Whole College

Program Groups		Actuals							
		2008-2009				2009-2010			
		Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit								
	SIAST	145	271	1	166.3	134	255	5	164.18
	Other:	31	50		50.9	53	60		41.56
	Apprenticeship & Trade	34	27		50.8	35	10		49.50
	Total Institute Credit	210	348	1	268.0	222	325	5	255.24
	Industry Credit								
	Total Industry Credit	0	295	743	97.0	0	217	713	91.95
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
	Total Non-Credit	0	139	635	91.8	0	145	492	75.12
TOTAL SKILLS TRAINING		210	782	1,379	456.8	222	687	1,210	422.31
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	107	139		109.0	119	294		154.11
	Adult 10	78	79		63.6	107	60		76.66
	Academic GED	0	25		2.9	0	67		3.55
	Total ABE Credit	185	243		175.5	226	421		234.33
	ABE Non-Credit								
	Employability/Life Skills	0	47		16.6	4	157		51.74
	English Language Training	0	112		32.9	0	147		40.40
	General Academic Studies	19	80		32.5	22	82		35.09
	Literacy	0	81		38.7	0	75		22.16
	Total ABE Non-Credit	19	320		120.7	26	461		149.39
TOTAL ADULT BASIC EDUCATION		204	563		296.3	252	882		383.72
UNIVERSITY	Total University	56	90		67.0	53	102		67.19
TOTAL ENROLLMENT		470	1,435	1,379	820.1	527	1,671	1,210	873.22

2009-10 Results as of October 21, 2010

PT – Part-time
FT- Full-time
Cas – Casual
FLE – Full Load Equivalent

Notes for Tables 1-4 Inclusive:

- When program sessions are scheduled for delivery over two program years, participation in each year will be determined by the courses delivered in each of the two years. The enrollments will be reported in the year the course session ends, and the student success in the year the program session ends.
- 2008-09 under 'Institute Credit – Other' program group, 41 students are showing under PT enrollments due to a rounding error in the report. They should be in the FT enrolment column. This also affects 'Institute Credit – Other' enrollments shown on Table 1D, 2 and 3. All FLE's in this program group are reported correctly. This has been corrected in 2009-10 results.

****See Glossary for Definitions of Terms****

Enrollment by Program

Table 1A - Enrollment by Program Groups for CANORA Campus

Program Groups		Actuals							
		2008-2009				2009-2010			
		Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit								
	SIAS	0	42	4	7.5	0	47		11.36
	Other					12			8.07
	Apprenticeship & Trade								
	Total Institute Credit	0	42	4	7.5	12	47		19.43
	Industry Credit								
	Total Industry Credit	0	38	105	10.9	0	37	87	16.95
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
ADULT BASIC EDUCATION	Total Non-Credit	0	0	27	1.4	0	1	29	1.79
	TOTAL SKILLS TRAINING	0	80	136	19.8	12	85	116	38.17
	ABE Credit								
	Adult 12	16	10		12.6	21	13		18.33
	Adult 10	20	29		16.6	33	14		22.13
	Academic GED	0	16		2.4	0	10		0.18
	Total ABE Credit	36	55		31.6	54	37		40.64
	ABE Non-Credit								
UNIVERSITY	Employability/Life Skills		15		3.3	0	52		5.99
	English Language Training		4		0.7	0	13		2.20
	General Academic Studies		22		5.0	0	10		0.86
	Literacy		1		0.4				
	Total ABE Non-Credit	0	42		9.4	0	15		9.04
	TOTAL ADULT BASIC EDUCATION	36	97		41.0	54	112		49.68
	Total University	0	5		1.1	0	8		1.60
	TOTAL ENROLLMENT	36	142	136	61.3	66	206	115	69.45

2009-10 Results as of October 21, 2010

PT - Part-time
FT - Full-time
Cas - Casual
FLE - Full Load Equivalent

**Note: Canora Campus includes Kamsack & area

Enrollment by Program

Table 1B - Enrollment by Program Groups for ESTERHAZY Campus

		Actuals							
		2008-2009				2009-2010			
	Program Groups	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	<i>Institute Credit:</i>								
	SIAS	0	12		2.9	0	9		1.77
	Other								
	Apprenticeship & Trade	34	5		37.8	35	10		49.50
	Total Institute Credit					35	19		51.27
	<i>Industry Credit:</i>								
	Total Industry Credit	0	0	38	1.9	0	0	44	1.50
	<i>Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)</i>								
	Total Non-Credit	0	0	32	1.5	0	0	5	0.25
TOTAL SKILLS TRAINING		34	17	70	44.1	35	19	49	53.02
ADULT BASIC EDUCATION	<i>ABE Credit:</i>								
	Adult 12	6	37		14.2	0	219		53.29
	Adult 10	3	1		1.7				
	Academic GED								
	Total ABE Credit	9	38		15.9	0	219		53.29
	<i>ABE Non-Credit:</i>								
	Employability/Life Skills								
	English Language Training	0	22		7.0	0	40		11.40
	Total ABE Non-Credit	0	22		7.0	0	40		11.40
TOTAL ADULT BASIC EDUCATION		9	60		22.9	0	259		64.69
UNIVERSITY	Total University	0	1		0.1	0	1		0.00
TOTAL ENROLLMENT		43	78	70	67.1	35	378	49	117.71

2009-10 Results as of October 21, 2010

PT - Part-time
FT - Full-time
Cas - Casual
FLE - Full Load Equivalent

****NOTE:** The "Online" Adult 12 program is entered under the Esterhazy Campus as that is the location of the primary instructor.

Enrollment by Program

Table 1C - Enrollment by Program Groups for FORT QU'APPELLE Campus

		Actuals							
		2008-2009				2009-2010			
	Program Groups	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAST	0	33		4.4	0	28	2	5.49
	Other:	31	4		27.7	14	11		16.94
	Apprenticeship & Trade								
	Total Institute Credit	31	37		32.1	14	39	2	22.43
	Industry Credit:								
	Total Industry Credit	0	0	28	2.6	0	0	23	1.14
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
	Total Non-Credit	0	1	119	5.9	0	3	69	3.07
	TOTAL SKILLS TRAINING	31	38	147	40.6	14	42	94	26.64
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	16	38		19.2	17	11		13.43
	Adult 10	23	11		13.6	20	10		14.42
	Academic GED					0	8		0.14
	Total ABE Credit	39	49		32.8	37	29		27.99
	ABE Non-Credit:								
	Employability/Life Skills					0	49		6.04
	English Language Training								
	General Academic Studies	19	21		24.4	22	40		31.52
	Literacy	0	11		1.5	0	12		1.77
	Total ABE Non-Credit	19	32		25.9	22	101		39.33
	TOTAL ADULT BASIC EDUCATION	58	81		58.7	59	130		67.32
UNIVERSITY	Total University	0	6		0.9	0	12		1.50
TOTAL ENROLLMENT		89	125	147	100.2	73	184	94	95.46

2009-10 Results as of October 21, 2010

PT - Part-time
FT - Full-time
Cas - Casual
FLE - Full Load Equivalent

Enrollment by Program

Table 1D - Enrollment by Program Groups for MELVILLE Campus

	Program Groups	Actuals							
		2008-2009				2009-2010			
		Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAST	25	40		34.6	27	24		26.26
	Other	0	42		21.9	27	18		15.31
	Apprenticeship & Trade	0	10		8.8				
	Total Institute Credit	25	92		65.3	54	42		41.57
	Industry Credit:								
	Total Industry Credit	0	32	196	16.3	0	53	212	23.76
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
	Total Non-Credit	0	8	19	5.9	0	41	44	17.86
TOTAL SKILLS TRAINING		25	132	215	87.5	54	136	256	83.19
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	8	31		13.2	9	13		9.33
	Adult 10	7	21		8.4	17	22		13.39
	Academic GED					0	9		0.16
	Total ABE Credit	15	52		21.6	26	44		22.88
	ABE Non-Credit:								
	Employability/Life Skills								
	English Language Training	0	4		0.5				
	General Academic Studies								
	Literacy								
	Total ABE Non-Credit	0	4		0.5	0	0		0
TOTAL ADULT BASIC EDUCATION		15	56		22.1	26	44		22.88
UNIVERSITY	Total University	0	4		0.8	0	4		0.50
TOTAL ENROLLMENT		40	192	215	110.4	80	184	256	106.57

2009-10 Results as of October 21, 2010

PT – Part-time
 FT- Full-time
 Cas – Casual
 FLE – Full Load Equivalent

****Note:** 2008-09 under "Institute Credit – Other" program group, 41 students are showing under Student Enroll PT due to a rounding error in the report. They should be in the FT enrolment column. All FLE's in this program group are reported correctly. This has been corrected in 2009-10 results.

Enrollment by Program

Table 1E - Enrollment by Program Groups for YORKTON Campus

		Actuals							
		2008-2009				2009-2010			
	Program Groups	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAST	120	166	2	116.9	107	154	10	119.3
	Other	0	9		1.3	0	32		1.25
	Apprenticeship & Trade	0	12		4.3				
	Total Institute Credit	120	187	2	122.5	107	186	10	120.55
	Industry Credit:								
	Total Industry Credit	0	221	448	65.4	0	120	411	48.60
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
	Total Non-Credit	0	126	448	77.1	0	99	347	52.15
TOTAL SKILLS TRAINING		120	534	898	265.0	107	405	768	221.30
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	61	28		49.9	72	46		59.72
	Adult 10	25	19		23.2	37	14		26.73
	Academic GED	0	9		0.5	0	40		3.07
	Total ABE Credit	86	56		73.6	109	100		89.52
	ABE Non-Credit:								
	Employability/Life Skills		32		13.3	4	62		39.71
	English Language Training		83		24.7		95		26.80
	General Academic Studies		37		3.2		32		2.71
	Literacy		69		36.9		63		20.39
	Total ABE Non-Credit		221		78.1	4	252		89.61
TOTAL ADULT BASIC EDUCATION		86	277		151.7	113	352		179.13
UNIVERSITY	Total University	50	89		64.1	51	85		63.59
TOTAL ENROLLMENT		256	900	898	480.8	271	842	768	454.02

2009-10 Results as of October 21, 2010

PT - Part-time
 FT - Full-time
 Cas - Casual
 FLE - Full Load Equivalent

Table 2 - Equity Participation Enrollments by Program Groups for the Whole College

	Program Groups	Actuals																							
		2008-2009												2009-2010											
		Aboriginal			Visible Minority			Disability			Total Enrollment			Aboriginal			Visible Minority			Disability			Total Enrollment		
		FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
SKILLS TRAINING	Institute Credit																								
	SIAST	23	47	0	4	6	0	3	5	0	149	271	1	16	45	2	0	6	0	1	5	0	134	255	5
	Other:	27	7	0	1	0	0	2	1	0	31	50	0	26	10	0	1	0	0	2	1	0	53	60	0
	Apprenticeship & Trade	0	1	0	0	1	0	0	0	0	34	27	0	1	0	0	0	0	0	0	0	0	35	10	0
	Total Institute Credit	50	55	0	5	7	0	5	6	0	214	348	1	43	55	2	1	6	0	3	6	0	222	325	5
	Industry Credit																								
	Total Industry Credit	0	84	82	0	7	6	0	6	13	0	295	743	0	44	69	0	5	7	0	3	16	0	217	713
ADULT BASIC EDUCATION	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)																								
	Total Non-Credit	0	6	66	0	1	10	0	2	12	0	139	636	0	15	45	0	1	5	0	6	14	0	145	492
	TOTAL SKILLS TRAINING CREDIT	50	145	148	5	15	16	5	14	25	214	782	1,379	43	114	116	1	12	12	3	16	29	222	687	1,210
	Adult Basic Education Credit																								
	Adult 12	66	35		5	5		9	12		107	139		61	77		3	7		9	14		119	294	
	Adult 10	61	57		3	5		3	1		78	79		86	44		4	6		8	5		107	60	
	Academic GED	0	13		0	0		0	2		0	25		0	37		0	2		0	6		0	67	
UNIVERSITY	Total ABE Credit	127	105		8	10		12	15		185	243		147	158		7	15		17	25		226	421	
	Employability / Life Skills	0	25		0	5		0	7		0	47		3	126		0	10		0	17		4	157	
	English Language Training	0	0		0	21		0	0		0	112		0	0		0	35		0	0		0	147	
	General Academic Studies	19	37		2	3		1	1		19	80		21	39		1	5		0	4		22	82	
	Literacy	0	29		0	5		0	13		0	81		0	30		0	11		0	11		0	75	
	Total ABE Non-Credit	19	91		2	34		1	21		19	320		24	195		1	61		0	32		26	461	
	TOTAL ADULT BASIC EDUCATION	146	196		10	44		13	36		204	563		171	353		8	76		17	67		252	882	
TOTAL UNIVERSITY	Total University	14	22		2	2		0	3		56	90		14	31		1	2		0	7		63	102	
	TOTAL ENROLLMENT	160	363	148	17	59	16	18	45	37	474	1,379	1,991	167	399	171	9	127	12	31	42	29	448	1,689	1,912

Results as of October 21, 2010

PT - Part-time
 FT - Full-time
 Cas - Casual

Note for Table 2 & 4: Equity statistics are voluntary and only students willing to declare were reported.

Table 3 - Student Success by Program Groups for the Whole College

		Actuals																							
		2008-2009												2009-2010											
	Program Groups	Total Students Completed			Total Students Graduated			Total Employed			Total Going to Further Training			Total Students Completed			Total Students Graduated			Total Employed			Total Going to Further Training		
		FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
Skills Training	SIAST	9	215	1	87	38		51	21		16	20		25	222	3	80	17		45	12		18	17	
	Other:	1	0	0	28	49		2	13		9	20		2	38	0	50	23		11	0		4	0	
	Apprenticeship & Trade	0	5	0	34	22		33	9		0	0					35	12		20	0				
	Total Institute Credit	10	220	1	149	109		86	43		25	40		27	260	3	166	52		76	12		22	17	
	Total Industry Credit	0	24	36	0	278	707	0	2					0	26	46	0	194	674	0	2				
	Non-Credit, Continuing Education, Short Study, Individualized Instruction, Personal Interest Study																								
	Total Non-Credit	0	139	632										0	143	491									
TOTAL SKILLS TRAINING		10	383	669	149	387	707	86	45		25	40		27	429	540	166	246	674	76	14		22	17	
Adult Basic Education	Adult 12	62	89		17	4		18	21		42	54		75	220		21	3		25	60		53	90	
	Adult 10	29	13		24	8		4	2		37	18		38	8		37	2		15	3		47	6	
	Academic GED	0	21		0	1		0	9		0	3		0	11		0	56		0	28		0	28	
	Total ABE Credit	91	123		41	13		22	32		79	76		113	239		68	61		40	91		100	124	
	Employability / Life Skills	0	34					0	8		0	1		2	138					0	33		1	45	
	English Language Training	0	89					0	64		0	3		0	136					0	61		0	22	
	General Academic Studies	16	69					1	32		6	14		16	61					1	37		9	6	
	Literacy	0	63					0	28		0	18		0	58					0	10		0	13	
	Total ABE Non-Credit	16	255					1	132		6	36		18	393					1	141		10	86	
	TOTAL ADULT BASIC EDUCATION	107	378		41	13		23	164		85	111		131	632		68	61		41	232		110	210	
UNIVERSITY	Total University	86	88											81	101										
TOTAL ENROLLMENT		172	340	101	189	800	1412	109	200		104	181		208	1,102	540	234	307	674	117	260		132	232	

Results as of October 21, 2010

Completed = the total number of students who completed course requirements or remained to the end of the program.

Graduated = the number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry.

Notes for Tables 3 & 4

- o We do not 'Graduate' University and part-time institute credit programs, all are under completed columns for both academic years.
- o We do not do follow-up for University, part-time institute credit, skills training non-credit and short study industry credit programs.
- o If more than one type of follow-up is reported for an individual in a program group, enrollment is counted once and they are counted once under each type of follow-up.

Equity Participation

Table 4 - Equity Participation Completers & Graduates by Program Groups for Whole College

		Actuals																	
		2008-2009									2009-2010								
	Program Groups	Aboriginal			Visible Minority			Disability			Aboriginal			Visible Minority			Disability		
		E	C	G	E	C	G	E	C	G	E	C	G	E	C	G	E	C	G
SKILLS TRAINING	Institute Credit:																		
	SIAS	70	30	21	10	5	1	8	3	2	63	34	11	6	4	1	6	5	2
	Other:	34	1	31	1	0	1	3	0	3	36	10	23	1	0	1	3	1	2
	Apprenticeship & Trade	1	0	1	1	1	0	0	0	0	1	0	1						
	Total Institute Credit	105	31	53	12	6	2	11	3	5	100	44	35	7	4	2	9	6	4
	Industry Credit:																		
	Total Industry Credit	166	24	146	13	2	12	19	3	17	113	13	103	12	0	12	18	2	17
SKILLS TRAINING	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)																		
	Total Non Credit	72	69		11	10		14	14		60	60		6	6		20	20	
TOTAL SKILLS TRAINING CREDIT		343	124	199	36	18	14	44	20	22	273	117	138	25	10	14	47	28	21
ADULT BASIC EDUCATION	Adult Basic Education Credit:																		
	Adult 12	101	49	10	10	7	1	21	9	1	138	86	12	10	8	0	23	15	1
	Adult 10	118	31	23	8	2	2	4	2	0	130	37	31	10	5	2	13	3	5
	Academic GED	13	10	0	0	0	0	2	2	0	37	7	30	2	0	2	6	0	6
	Total ABE Credit	232	90	33	18	9	3	27	13	1	305	130	73	22	13	4	42	18	12
	Adult Basic Education Non-Credit:																		
	Employability/Life Skills	25	16		5	4		7	4		129	113		10	10		17	16	
	English Language Training	0	0		21	15		0	0		0	0		35	31		0	0	
	General Academic Studies	56	42		5	4		2	2		60	33		6	4		4	2	
	Literacy	29	21		5	4		13	10		30	27		11	8		11	8	
	Total ABE Non-Credit	110	79		36	27		22	16		219	173		62	53		32	26	
TOTAL ADULT BASIC EDUCATION		342	169	33	54	36	3	49	29	1	524	303	73	84	66	4	74	44	12
UNIVERSITY	Total University	36	35		4	4		3	3		45	45		3	3		7	7	
TOTAL ENROLLMENT		735	328	232	94	56	17	96	52	23	842	455	211	112	79	18	128	79	31

Results as of October 21, 2010

PT - Part-time
FT - Full-time
Cas - Casual

E = total enrollment

C = completers (the total number of students who completed course requirements or remained to the end of the program).

G = graduates (the total number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry).

Work-based Training

Table 5 - Work-based Training for the Whole College
(Within the Program Year – July 1, 2009 to June 30, 2010)

Program Year	Distinct Employers	Contracts	Distinct Trainees	Trainee Outcomes				Ministry (Paid Dollars)
				In Progress	Completed Successfully	Completed Unsuccessfully	Did Not Complete	
2006-07	29	33	134	0	101	20	13	\$511,914
2007-08	19	22	87	0	63	13	11	\$302,997
2008-09	10	10	43	0	41	1	1	\$199,581
2009-10*	6	7	31	0	28	0	3	\$143,903

*Program was cancelled in November 2009

Notes:

- 1) Program year is based on contract start date between July 1st and June 30th of a given year.
- 2) Results included both Work-based Training for the Unemployed (WTU) and Work-based Training for the Employed (WTE) contracts.
- 3) Ministry funding includes dollars paid to employer and then reimbursed by Ministry of Advanced Education, Employment and Labour, excluding any administration fees.
- 4) All counts of trainees are based upon unique individuals.
- 5) Query results run on October 26, 2010.

Human Resources

Parkland College employed 94.2 full time equivalent (FTE) positions in 2009-2010. The increase over projections for this fiscal year was due to increased programming in First Nation communities, relief for staff on leave of absence, and increased need for student support and instructional staff.

Parkland College recognized 15 staff members for reaching long service milestones at an event held in September 2009. The College continued with the annual tradition of bringing staff together in the Spring and Fall for a Board Staff workshop intended for staff to learn more about the Colleges' Programs and Services, recognize long service staff members, introduce new employees and network with their colleagues.

In February, an organizational change was announced to help position the College for future growth and to balance work objectives across the College teams.

Consistent with the belief in promoting lifelong learning, the College continued to provide educational and training opportunities for staff. Parkland College invested \$51,109 in professional development and in-service opportunities for staff.

Position & Classification	# of Employees	F.T.E.'s
Out of Scope		
President	1	1
Director, Programs	1	1
Director, Advancement	1	1
Director, Finance & Administration	1	1
Director, Human Resources	1	1
Assistant Director, Administration	1	1
Executive Assistant	1	1
In Scope		
Managers, Level 8	4	4.68
IT Manager, Level 7	1	1.00
Marketing Coordinator, Level 6	2	0.92
Coordinators, Level 7	8	5.56
Coordinators, Level 6	3	3.18
Counsellor, Level 7	10	5.96
Consultant, Level 7	2	1.90
Training Consultants, Level 6	2	2.22
Facilitator, Level 6	3	0.91
Coordinator, Level 5	2	0.15
Accounting Technician, Level 5	2	2.00
Accounting Clerk, Level 4	1	0.82
Information Technician, Level 5	1	1.00
Information Technician, Level 4	0	0.00
Information Technician, Level 1	1	0.29
Student Recruiter, Level 5	1	0.60
Registration Clerk, Level 5	1	1.00
Program Assistant, Level 4	12	10.13
Clerical, Level 3	2	1.32
Clerical, Level 2	5	1.37
Casual, Level 2	1	0.10
Casual, Level 1	6	0.36
SCN Attendant, Level 1	3	0.36
Janitor, Level 3	2	1.00
Janitor, Level 2	3	2.06
Learning Specialist	2	2.00
Instructional Program Head	0	0.00
Instructors (in-scope grid)	81	31.91
Tutors/Aides	34	4.45
Total	203	94.26

CID instructors and contract instructors are not included.

Human Resources

Out of Scope

Sean Alcorn
Alison Dubreuil
Sonja Gehl
Ryan Hoffman
William Litchfield
Fay Myers
Rhoda Seidler

Assistant Director, Administration
Director, Human Resources
Director, Programs, Skills Training
Director, Finance and Administration
Director, Advancement
President and Chief Executive Officer
Executive Assistant

In Scope

Paul Adams
Roxanne Alstad
Delores Badger
Donald Bahrey
Samuel Baidoo
Linda Bange
Peg Beaton
Sarah Becquet
George Beddome
Patty Benjamin
Carol Bobowski
Colleen Bramall
Reona Brass
Maureen Broda
Curtis Brooks
Connie Brown

Janitor
Program Assistant
Career & Student Services Counsellor
Adult Basic Education Coordinator
Instructor, Adult Basic Education
Instructor, Adult Basic Education
Career & Student Services Counsellor
Tutor
Instructor, Adult Basic Education
SCN/Clerical
Career & Student Services Counsellor
Trades, Industrial & Ag Coordinator
Counsellor
Registration Clerk
Instructor, Fire Services
Business, Health & Human Services
Coordinator

Elaine Buchholzer
Lisa Cadioux de Larios

Program Assistant
Business, Health & Human Services
Coordinator
Instructor, Adult Basic Education
Career & Student Services Counsellor
Trades Employment Connection
Coordinator
SCN Attendant
Instructor, Adult Basic Education
Program Assistant
Program Assistant
Instructor, Continuing Care Assistant
Modules

Catherine Degryse
Deloris Delorme

Program Assistant
Business, Health & Human Services
Coordinator
Adult Basic Education Programs Manager
Counsellor/Consultant
Instructor, Adult Basic Education
Instructor, Adult Basic Education
Instructor, Practical Nursing
Program Assistant
Instructor, Fire Services
Instructor, Continuing Care Assistant
Instructor, Industrial Mechanics
Essentials Skills Facilitator
Instructor, Practical Nursing

Kami DePage
Michelle Eckhart
Ken Erickson
Rhoda Erickson
Barbara Evans
Sharon Evans
Jim Fairbank
Sherilyn Fenwick
Peter Franck
Tamela Friesen
Tracy Gabriel
Rosemarie Glowa
Gail Gorchynski
Maxine Gordon
Michelle Haberstock
Sandra Hnatuk
Bernadette Holland
Laurel Hollick
Dale Holstein
Ed Hourd
Teresa Hrynchyshyn
Vanora Isaac
Dorothy Jackson
Linda Jansen

Career & Student Services Counsellor
Career & Student Services Counsellor
Program Assistant
Instructor, Adult Basic Education
Saturday Support
Learning Specialist
Instructor, SIAST Program Modules
Trades, Industrial & Ag Coordinator
Training Consultant
SCN/Casual Office Relief
Marketing Coordinator
Instructor, Management Studies
Accounting Technician

Alma Jensen
Gwen Just
Carla Kaeding
Michelle Kaeding
Elton Keshane
Deborah Keyowski
Carmella Kirschman-Lutz
Sheldon Kostyshyn
Cheryl Kustra
Kim Kyle-Zwirsky
Darrell Landels
Rachel Lang
Sarah Lipoth
Marion Littlewolfe
Shirley Lockhart
Gwen Machnee
Beatrice Malach
Derek Mathewson
Carol McCullough
Kathleen McDonald
Michele McIsaac
Cameron McLeod
Terry Moore
Charlotte Morris
Cam Morrison
Robert Mortimer
Alicia Myall
Bradley Nagy
Marguerite O'Hagan
David Parnetta
Larry Pearen
Terri Pederson
Nathan Penner
Sandy Persick
Margaret Purich
Mel Puritch
Maureen Rediger
Jackie Rohatsky
Sharon Rokosh
Brad Rose
Sharon Rurak
Richard Scutchings
Lindsay Seidler
Gwyneth Shankowsky
Katherine Sharp
Laura Silva
Cindy Solonenko
Katherine Springfield
Gail Starr
Shawn Stoneham
Donna Strachan
Phyllis Strelloff
Lurene Turgeon
Erin Unchulenko
Christine Virostek
Donna Vranai
Jessie Wade

Karrie Wasylyniuk
Betty Waugh
Susan Weinheimer
Andrea Werrell
Paul Werrell
Jill Whiting
Carol Wiens
Wendy Wilson
Cynthia Wolkowski
Gerry Yacishyn
Cathy Yaworski
Bob Yurkowski
Carolee Zorn

Receptionist
Instructor, Office Education
Instructor, Office Education
Program Assistant
Instructor, Adult Basic Education
SCN/Casual Office Relief
Instructor, Hairstylist
Information Technology Support
Career & Student Services Manager
Transitions to Work Coordinator
Trades, Industrial & Ag Manager
Adult Basic Education Tutor
Tutor/Instructor
Program Assistant
Janitor
University Coordinator
SCN/Clerical
Instructor, Adult Basic Education
Literacy Coordinator
Instructor, Adult Basic Education
Career & Student Services Counsellor
Training Consultant
Janitor
Program Assistant
Instructor, Power Engineering
Instructor, Heavy Equipment Operator
Marketing Manager
Instructor, Power Engineering
Instructor, Adult Basic Education
Head Janitor
Business, Health & Human Services Manager
Career & Student Services Counsellor
Technology/Programming Manager
Instructor, Adult Basic Education
Instructor, Adult Basic Education
Instructor, Power Engineering
Instructor, Office Education
Instructor, Practical Nursing
Accounting Clerk
Instructor, Adult Basic Education
Receptionist/SCN/Clerical
Instructor, Heavy Equipment Operator
Instructor, Business Year 1/Business Admin
Instructor, Adult Basic Education
Learning Specialist
SCN Attendant
Instructor, Hairstylist
Instructor, Office Education/Tutor
Career & Student Services Counsellor
TEL/University Coordinator
Instructor, Fire Services
Tutor
Instructor, Adult Basic Education
Instructor, Adult Basic Education
Accounting Technician
Instructor, Business Year 1
Instructor, Continuing Care Assistant & Early
Childhood Education
SCN/Clerical Casual Office Relief
Receptionist
Career & Student Services Counsellor
Janitor
Protective & Emergency Services Coordinator
Program Assistant
Facilitator
Training Consultant
Educational Assistant
Instructor, Adult Basic Education
Workforce Development Project Facilitator
Instructor, Industrial Mechanics Apprenticeship
Instructor, Practical Nursing

Financial Statements

*Government of the Province of Saskatchewan
Advanced Education, Employment and Immigration*

*Parkland College
Financial Statements*

*For Year Ended
June 30, 2010*

Table of Contents

- I. Statement of Management Responsibility
- II. Auditors' Report
- III. Statement of Financial Position
- IV. Statement of Operations
- V. Statement of Changes in Net Assets
- VI. Statement of Cash Flows
- VII. Notes to Financial Statements
- VIII. Schedule of Operating Fund Revenues by Function
- IX. Schedule of Operating Fund Expenses by Function
- X. Schedule of Operating Expenses

I. Statement of Responsibility



YOUR Answer...

Melville Administration
Box 790, 200 Block, 9th Avenue East
Melville, SK, S0A 2P0
Ph: (306) 728-4471 Fax: (306) 728-2576

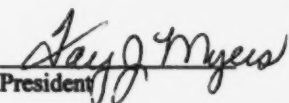
Statement of Management Responsibility

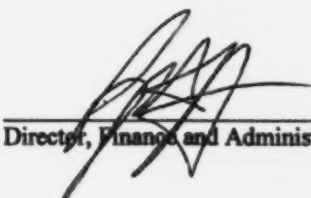
The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles and are in compliance with the provisions of legislation and related authorities. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. Financial statements are not precise because they include certain amounts based on estimates and judgements.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the management has developed and maintains a system of internal control designed to provide reasonable assurance that College assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Directors of the College is responsible for the review and approval of the financial statements, and ensures management fulfils its financial reporting responsibilities. The Board meets with management and, as required, with the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Board with and without the presence of management.

The financial statements have been audited by Skilnick Miller Moar Grodecki & Kreklewich, Chartered Accountants. The Auditors' Report outlines the scope of their examination and provides their opinion on the fairness of the presentation of the information in the financial statements.


President


Director, Finance and Administration

August 24, 2010

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Melville, SK, S0A 2P0
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200 Crystal Way
Yorkton, SK, S3N 4G4
Tel: 306.763.6996

II. Auditor's Report

Skilnick Miller Moar Grodecki & Kreklewich
Chartered Accountants

PARKLAND REGIONAL COLLEGE

AUDITORS' REPORT

2010.

The Members of the Board
Parkland Regional College
MELVILLE, Saskatchewan

We have examined the statement of financial position of the Parkland Regional College as at June 30, 2010 and the statement of operations, statement of changes in net assets and statement of cash flows for the year then ended. The College is responsible for preparing these financial statements for Treasury Board's approval. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. These standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the College as at June 30, 2010 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Skilnick Miller Moar Grodecki & Kreklewich

SKILNICK MILLER MOAR GRODECKI & KREKLEWICH
Chartered Accountants

Melville, Saskatchewan
August 20, 2010

III. Statement of Financial Position

Statement 1

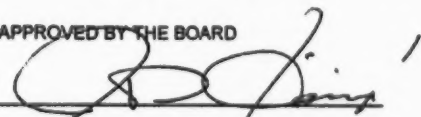
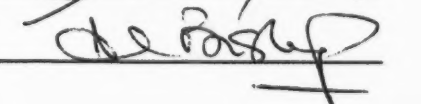
Parkland Regional College
Statement of Financial Position
as at June 30, 2010

Statement 1

	2010			2009
	Operating Fund	Capital Fund	Total	Total
Assets				
Current Assets				
Cash	\$ 672,933	\$ 16,979	\$ 689,912	\$ 893,759
Accounts receivable (Notes 2 & 3)	800,738	-	800,738	691,348
Prepaid expenses	36,279	-	36,279	66,453
Short-term investments (Note 5)	11	-	11	239,354
	<u>1,509,961</u>	<u>16,979</u>	<u>1,526,940</u>	<u>1,890,914</u>
Non-current Assets				
Long-term investments (Note 5)	493,529	-	493,529	248,459
Investment in 580673 Saskatchewan Ltd (Note 2 & 6)	175,000	-	175,000	175,000
Capital assets (Notes 2 & 4)	-	4,412,401	4,412,401	4,566,163
	<u>\$ 2,178,490</u>	<u>\$ 4,429,380</u>	<u>\$ 6,607,870</u>	<u>\$ 6,880,536</u>
Liabilities				
Current Liabilities				
Accrued salaries and benefits	\$ 353,049	\$ -	\$ 353,049	\$ 250,930
Accounts payable and accrued liabilities	251,361	-	251,361	472,387
Unearned revenue (Notes 2 & 7)	516,603	-	516,603	518,671
	<u>1,121,013</u>	<u>-</u>	<u>1,121,013</u>	<u>1,241,988</u>
Net Assets				
Invested in capital assets	-	4,412,401	4,412,401	4,566,163
Externally restricted (Note 8)	-	16,979	16,979	16,287
Internally restricted (Note 9)	762,068	-	762,068	775,116
Unrestricted	295,409	-	295,409	280,982
	<u>1,057,477</u>	<u>4,429,380</u>	<u>5,486,857</u>	<u>5,638,548</u>
	<u>\$ 2,178,490</u>	<u>\$ 4,429,380</u>	<u>\$ 6,607,870</u>	<u>\$ 6,880,536</u>

See accompanying notes to the financial statements

APPROVED BY THE BOARD

IV. Statement of Operations

Statement 2

Statement 2

Parkland Regional College
Statement of Operations
for the year ended June 30, 2010

	Operating Fund			Capital Fund		Totals	
	Budget (Note 10)	2010	2009	2010	2009	2010	2009
Revenues (Schedule 1)							
Advanced Education, Employment and Immigration	\$ 6,210,689	\$ 6,446,164	\$ 6,032,085	\$ 100,760	\$ 25,000	\$ 6,546,924	\$ 6,057,085
Federal Government	153,485	27,467	22,196	-	-	27,467	22,196
Other revenue	3,578,650	3,373,347	3,421,446	59,000	-	3,432,347	3,421,446
	<u>9,942,824</u>	<u>9,846,978</u>	<u>9,475,727</u>	<u>159,760</u>	<u>25,000</u>	<u>10,008,738</u>	<u>9,500,727</u>
Expenses (Schedule 2)							
Agency contracts	1,358,185	1,161,192	1,307,824	-	-	1,161,192	1,307,824
Amortization	-	-	-	437,024	431,835	437,024	431,835
Equipment	225,838	143,264	202,805	-	-	143,264	202,805
Facilities	406,270	356,382	395,822	-	-	356,382	395,822
Information technology	35,000	42,856	35,129	-	-	42,856	35,129
Operating (Schedule 3)	1,331,923	1,341,215	1,311,420	-	-	1,341,215	1,311,420
Personal services	6,810,260	6,676,496	6,028,055	-	-	6,676,496	6,028,055
	<u>10,167,476</u>	<u>9,721,405</u>	<u>9,281,055</u>	<u>437,024</u>	<u>431,835</u>	<u>10,158,429</u>	<u>9,712,890</u>
Excess (deficiency) of revenues over expenses	<u>\$ (224,652)</u>	<u>\$ 125,573</u>	<u>\$ 194,672</u>	<u>\$ (277,264)</u>	<u>\$ (406,835)</u>	<u>\$ (151,691)</u>	<u>\$ (212,163)</u>

See accompanying notes to the financial statements.

V. Statement of Changes in Net Assets

Statement 3

Portland Regional College
Statement of Changes in Net Assets
for the year ended June 30, 2010

Statement 3

	2010						2010	2009
	Operating Fund			Capital Fund			Total	Total
	Restricted Internally	Unrestricted	Total	Invested in Capital Assets	Restricted Externally	Total		
Excess (deficiency) of revenues over expenses	\$ -	\$ 125,573	\$ 125,573	\$ (437,024)	\$ 159,780	\$ (277,284)	\$ (151,891)	\$ (212,163)
Net assets, beginning of year	775,116	280,962	1,056,098	4,568,163	16,287	4,582,450	5,638,548	5,950,712
Interfund transfers:								
Invested in capital assets	(124,194)	-	(124,194)	283,262	(159,068)	124,194	-	-
Externally imposed restrictions	-	-	-	-	-	-	-	-
Internally imposed restrictions	111,146	(111,146)	-	-	-	-	-	-
Net assets, end of year	\$ 762,068	\$ 295,408	\$ 1,057,477	\$ 4,412,401	\$ 16,979	\$ 4,429,380	\$ 5,486,657	\$ 5,638,548

Restricted details:

	Beginning Balance	To Restricted	From Restricted	Ending Balance
Externally Restricted (Note 6)				
Esterhazy Industrial Mechanics Lab	\$ -	\$ 134,000	\$ 134,000	\$ -
Furniture and equipment purchases	16,287	35,780	25,088	18,979
	16,287	159,780	159,088	16,979
Internally Restricted (Note 6)				
Facility Development	138,518	125,000	73,180	190,338
Technology Purchases	194,258	95,042	80,345	208,955
Student Recruitment	60,000	-	60,000	-
Staff Contingency	95,000	-	-	95,000
Marketing Logo Development	31,664	-	31,664	-
Future Program Development	79,000	26,219	12,444	92,775
Marketing/Promotion - New Initiatives	1,676	-	1,676	-
	600,116	246,261	259,309	587,068
Investment in 580673 Saskatchewan Ltd (Note 6)	175,000	-	-	175,000
	775,116	246,261	259,309	762,068
	\$ 791,403	\$ 408,021	\$ 418,377	\$ 779,047

See accompanying notes to the financial statements.

VI. Statement of Cash Flows

Statement 4

Parkland Regional College
Statement of Cash Flows
for the year ended June 30, 2010

Statement 4

	<u>2010</u>	<u>2009</u>
Cash flows from (used in) operating activities		
Deficiency of revenues over expenses	\$ (151,691)	\$ (212,163)
Amortization of capital assets	<u>437,024</u>	<u>431,835</u>
	285,333	219,672
Change in non-cash working capital		
(Increase) in accounts receivable	(109,390)	(184,887)
Decrease in prepaid expenses	30,174	(19,650)
Increase in accrued salaries and benefits	102,119	60,946
(Decrease) in accounts payable and accrued liabilities	(221,026)	102,000
(Decrease) in unearned revenue	<u>(2,068)</u>	<u>56,868</u>
Cash provided by operating activities	<u>85,142</u>	<u>234,949</u>
Cash flows from (used in) investing activities		
Purchase of investments	(488,286)	(427,272)
Proceeds from sale of investments	482,559	237,961
Purchase of capital assets	<u>(283,262)</u>	<u>(126,555)</u>
Cash used in investing activities	<u>(288,989)</u>	<u>(315,865)</u>
(Decrease) increase in cash	(203,847)	(80,916)
Cash, beginning of year	<u>893,759</u>	<u>974,675</u>
Cash, end of year	<u>\$ 689,912</u>	<u>\$ 893,759</u>

VII. Notes to Financial Statements

PARKLAND REGIONAL COLLEGE

Notes to Financial Statements

for the year ended June 30, 2010.

1. PURPOSE AND AUTHORITY

The Parkland Regional College offers educational services and programs under the authority of Section 14 of *The Regional Colleges Act*.

The Board of the Parkland Regional College is responsible for administering and managing the educational affairs of the College in accordance with the intent of *The Regional Colleges Act* and its regulations.

The College's objectives are to promote the social, economic and cultural development of the Parkland region of Saskatchewan by facilitating learning options and participating in community groups.

The College is exempt from the payment of income tax.

2. SIGNIFICANT ACCOUNTING POLICIES

Pursuant to standards established by the Public Sector Accounting Board, the College is classified as a government not-for-profit organization. These financial statements have been prepared in accordance with Canadian generally accepted accounting principles applicable to not-for-profit entities and include the following significant policies:

a) Fund Accounting

The accounts of the College are maintained in accordance with the principles of fund accounting. For accounting and reporting purposes, resources are classified into funds in accordance with specified activities or objectives:

(i) Operating Fund

The operating fund accounts for the College's program delivery service and administrative activities.

(ii) Capital Fund

The capital fund reflects the net book value of all capital assets of the College after taking into consideration any associated long term debt. The capital fund also includes contributions, interest and donations designated for capital purposes by the contributor. Also included in the capital fund are the appropriations for future capital expenditures.

b) Revenue Recognition

The College follows the restricted fund method of accounting for grants. Restricted contributions to general operations are recognized as revenue of the operating fund in the year the related expenses are incurred. Contributions restricted for capital assets are recognized as revenue of the capital fund in the year they are received or receivable.

Unrestricted operating grants are recognized as revenue of the operating fund when received or receivable. Tuition and fee revenue is recognized as the course instruction is delivered. Revenue from contractual services is recognized as the service is delivered.

c) Capital Assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Capital assets are amortized on a straight-line basis over their estimated useful lives, and are reported as an expense in the capital fund as follows:

Leasehold improvements	5% to 20%
Buildings	5%
Office furnishings/equipment	10% to 20%
Computer hardware	33%
Vehicles	20%

Notes to Financial Statements

PARKLAND REGIONAL COLLEGE

Notes to Financial Statements
for the year ended June 30, 2010.

2. SIGNIFICANT ACCOUNTING POLICIES ... Continued

d) Use of Estimates

These statement are prepared in accordance with Canadian generally accepted accounting principles. These principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates. Differences are reflected in current operations when identified.

e) Financial Instruments

The College's financial instruments and their classification are as follows:

Financial Instrument	Classification
Cash	Held for trading
Accounts receivable	Loans and receivables
Short-term investments	Held for trading
Accrued salaries and benefits	Other liabilities
Accounts payable and accrued liabilities	Other liabilities
Long-term investments	Held to maturity

Held for trading financial assets and liabilities are measured at fair value. Changes in the fair value are recognized in the Statement of Operations and Changes in Net Assets. For long-term investments, fair value is determined as cost plus accrued income, which approximates fair value. Loans and receivables and other financial liabilities are measured at amortized cost. Due to their short term nature, the amortized cost of these instruments approximates their fair value.

This change in accounting policy did not have a significant impact on the College's financial statements at the time of adoption.

f) Investments

The investment in shares of 580673 Saskatchewan Ltd. is recorded using the equity method. The equity method is a basis of accounting for an investment whereby the investment is initially recorded at cost and the carrying value is adjusted thereafter to include the post acquisition earnings of the investee. Profit distribution from the investee reduces the carrying value of the investment.

3. ACCOUNTS RECEIVABLE

Accounts receivable are composed of the following:

	2010	2009
Advanced Education, Employment and Immigration	\$ 325,557	\$ 401,429
Federal Government	32,659	34,425
Other	442,522	255,494
	<u>\$ 800,738</u>	<u>\$ 691,348</u>

Notes to Financial Statements

PARKLAND REGIONAL COLLEGE Notes to Financial Statements for the year ended June 30, 2010.

4. CAPITAL ASSETS

	<u>COST</u>	<u>ACCUMULATED AMORTIZATION</u>	<u>2010 NET BOOK VALUE</u>	<u>2009 NET BOOK VALUE</u>
Land	\$ 14,000	\$ Nil	\$ 14,000	\$ 14,000
Leasehold improvements	175,078	163,636	11,442	13,861
Buildings	6,641,821	2,459,229	4,182,592	4,337,942
Office furnishings/equipment	506,145	396,478	109,667	110,867
Computer hardware	1,194,028	1,117,884	76,144	64,751
Vehicles	30,927	12,371	18,556	24,742
	<u>\$8,561,999</u>	<u>\$4,149,598</u>	<u>\$4,412,401</u>	<u>\$4,586,163</u>

5. INVESTMENTS

The College has invested \$493,535 (2009 - \$487,808) in provincial government bonds. These bonds mature in the years 2011 to 2012 and have an effective yield of 1.35 to 1.98%. The current market value of the bonds is \$493,535 (2009 - \$483,905). It is the intention of the Board to hold these bonds to maturity, therefore fluctuating market prices have not been reflected in the financial statements. The College has invested \$5 (2009 - \$5) in a Credit Union membership.

6. INVESTMENT IN 580673 SASKATCHEWAN LTD.

The College has invested \$175,000 to purchase all of the shares of 580673 Saskatchewan Ltd., operating as Western Trade Training Institute (WTTI). WTTI has a protocol agreement with Saskatchewan Apprenticeship to apprentice and upgrade training for crane and hoist operator trades and sub trades.

The most recent financial information available for WTTI is at July 31, 2010. This financial information has not been audited. The financial information is as follows:

• Total assets	328,479
• Total liabilities	21,096
• Shareholders' equity	307,413
• Revenue	318,024
• Expenses	186,723
• Net income	132,301
• Operating cash flows	3,123
• Investing cash flows	Nil
• Financing cash flows	Nil

7. UNEARNED REVENUE

Unearned revenue consists of transfers received to carry out specific activities in excess of the expenses incurred on those activities at the end of the fiscal year as follows:

	<u>2010</u>	<u>2009</u>
Advanced Education, Employment and Immigration	\$ 409,447	\$ 451,836
Student tuitions	71,010	29,585
Other	36,146	37,250
	<u>\$516,603</u>	<u>\$518,671</u>

Notes to Financial Statements

PARKLAND REGIONAL COLLEGE

Notes to Financial Statements
for the year ended June 30, 2010.

8. EXTERNAL RESTRICTION ON NET ASSETS

Advanced Education, Employment and Immigration has funded \$16,979 (2009 - \$16,287) designated capital contributions to be used for future capital expenditures as per Statement 3. These externally restricted amounts are not available for other purposes without approval of Advanced Education, Employment and Immigration.

9. INTERNAL RESTRICTION ON NET ASSETS

The Board of Directors of Parkland Regional College have placed internal restrictions on \$762,088 (2009 - \$775,116) of net assets to be used for purposes as indicated in Statement 3.

10. BUDGET AMOUNTS

The budget amounts on these financial statements were prepared by Regional College Management and approved by the Board on June 26, 2009. The Minister approved the budget on August 27, 2009.

11. RELATED PARTY TRANSACTIONS

These financial statements include transactions with related parties. The College is related to all Saskatchewan Crown Agencies such as ministries, corporations, boards and commissions under the common control of the Government of Saskatchewan. Also, the College is related to non-Crown enterprises that the Government jointly controls or significantly influences.

Routine operating transactions with related parties are recorded at the rates charged by those organizations and are settled on normal trade terms.

	2010	2009
SaskTel	\$64,629	\$66,556
SaskPower and SaskEnergy	14,361	22,800
Saskatchewan Government Services	87,456	53,346

In addition, the College pays Provincial Sales Tax to the Ministry of Finance on all taxable purchases. Taxes paid are recorded as part of the cost of those purchases.

The College brokers course programs from Saskatchewan Institute of Applied Science and Technology. The amount incurred during the year amounted to \$360,171 (2009 - \$372,362).

The College brokers course programs from the University of Saskatchewan. The amount incurred during the year amounted to \$138,090 (2009 - \$112,188).

The College brokers course programs from the University of Regina. The amount incurred during the year amounted to \$92,783 (2009 - \$171,070).

12. FINANCIAL INSTRUMENTS

The College is exposed to credit risk from the potential non-payment of accounts receivable. The majority of the College's receivables are from the Provincial and Federal government, therefore, credit risk is minimal.

Notes to Financial Statements

PARKLAND REGIONAL COLLEGE

Notes to Financial Statements
for the year ended June 30, 2010.

13. EMPLOYEE FUTURE BENEFITS

Employees of the College participate in one of three pension plans. Teachers and other employees requiring a teaching certificate participate in a defined benefit plan, the Teachers' Superannuation Fund (TSF) or Saskatchewan Teachers Retirement Plan (STRP). No matching contribution is made by the College nor does it have a financial obligation to the TSF or STRP. All other employees participate through the Municipal Employees' Pension Plan (MEPP) which is a multi-employer defined benefit plan. The last actuarial valuation of the MEPP indicated there was a surplus in the plan. The College's financial obligation to the MEPP is limited to making required payments to match amounts contributed by employees for current services. Pension expense for the year amounted to \$251,649 (2009 - \$174,440).

14. COMMITMENTS

a) Good Spirit School Division

Upon relocation to the new College facility at the Yorkton Regional High School in August, 2003, the College has negotiated a 10 year operating agreement with the Good Spirit School Division. The agreement specifies the cost-sharing of utility, insurance and maintenance costs, based on square footage occupied by the College. The agreement, effective September 1, 2003, is reviewed annually, and adjusted for increases / decreases in costs, square footage, and services provided.

b) Open Door Technology Inc.

Annual maintenance on Navision Software at approximately \$2,311 including taxes.

15. LINE OF CREDIT AGREEMENT

The College is currently utilizing Nil (2009 - Nil) of an established line of credit up to \$200,000 with the Royal Bank of Canada, Melville, Saskatchewan. Security for advances under the agreement consists of an assignment of grant proceeds due from Advanced Education, Employment and Immigration.

16. LEASE AGREEMENTS

The College is obligated under the following lease agreements.

a) Instructional Facilities

- Treaty # Four Governance Centre, Fort Qu'Appelle, Saskatchewan, under a year to year agreement. The agreement covers use of the facility and grounds with annual rental of \$50,512. The agreement contains an option to renew at the end of the initial lease term.

b) Offices

- Administration office and classrooms located in the Melville Comprehensive School, Melville, Saskatchewan, under a ten year lease which expires August 31, 2017. Terms of the lease require Parkland Regional College to pay for its proportional share of the operating costs of the building.

- Branch office and classrooms, Canora, Saskatchewan, located in the Canora Town Office under a one year lease agreement which expires June 30, 2011. Terms of the lease provide for annual payment of \$12,900 plus applicable taxes.

Notes to Financial Statements

PARKLAND REGIONAL COLLEGE

Notes to Financial Statements
for the year ended June 30, 2010.

16. LEASE AGREEMENTS ... Continued

- Branch office, and two classrooms, Kamsack, Saskatchewan, located in the Crowstand Centre, under lease agreement that expires June 30, 2011. Terms of the lease provide for monthly rental of \$1,051 plus applicable taxes.

- Branch office space, Yorkton, Saskatchewan, located at 32 Smith Street, under a 5 year lease agreement that expires Sept 30, 2013. Terms of the lease provide for annual payment of \$49,660 plus applicable taxes.

c) Equipment

- Toshiba Business Solutions Covering 8 photocopiers at various locations until November 29, 2012. Terms of the lease call for annual rental payments of \$27,679 plus taxes.

17. CONTINGENCIES

A union representing employees of an employer unrelated to the College has applied by Notice of Motion for an order quashing purported decisions of the Municipal Employees Pension Plan, relating to the application of actuarial surplus in the fund, as well as other relief. Several participating employers, including the College have been named. It is not possible to estimate the potential effect of the claim at this stage of the proceedings.

VIII. Schedule 1 of Operating Fund Revenues - by Function

Portland Regional College
Schedule of Operating Fund Revenues by Function
for the year ended June 30, 2010

Schedule 1

	2010								2010	Budget	2009
	General	Skills Training		Basic Education		University	Services		Total	Total (Note 10)	Total
		Credit	Non-credit	Credit	Non-credit	Credit	Learner Support	Counsel			
Provincial Government											
Advanced Education, Employment and Immigration											
Operating grant	\$ 2,887,274	\$ 90,480	\$ -	\$ 47,208	\$ -	\$ -	\$ 169,136	\$ -	\$ 2,884,088	\$ 3,444,742	\$ 2,626,300
Program payments	-	1,262,084	-	707,880	37,500	-	110,120	118,502	2,258,906	1,822,889	1,978,135
Other	17,780	281,837	26,490	442,043	328,808	-	-	-	1,088,028	783,620	606,348
	2,805,054	1,634,511	26,490	1,198,941	367,308	-	289,256	118,502	6,208,030	6,061,161	5,207,684
Other Provincial	117,544	95,350	-	-	-	25,240	-	-	238,134	198,528	824,400
	2,722,988	1,719,861	26,490	1,198,941	367,308	25,240	289,256	118,502	6,446,164	6,210,689	6,032,084
Federal Government											
Projects	-	-	-	-	27,487	-	-	-	27,487	153,485	22,196
Other Revenue											
Contracts	57,167	370,824	411,915	488,748	28,900	-	18,000	15,883	1,402,235	776,825	983,829
Interest	21,017	-	-	-	-	-	-	-	21,017	37,500	44,829
Rents	5,072	79	45	-	-	260	-	-	5,486	38,000	12,961
Resale items	5,052	172,006	12,880	-	2,885	3,548	-	-	188,141	234,275	228,233
Tuition	7,240	983,249	277,382	48,855	8,220	188,354	18,885	1,000	1,529,006	2,223,153	1,948,308
Other	98,086	27,467	3,182	35,110	24,502	441	71,888	-	219,483	264,897	223,386
	181,643	1,563,628	706,404	584,711	65,317	189,803	108,381	16,883	3,373,547	3,578,680	3,421,447
Total revenue	2,874,211	3,273,488	731,894	1,781,652	480,080	214,843	378,637	135,166	9,848,978	9,942,824	9,478,727
Total expenses (Schedule 2)	4,140,630	2,438,813	891,383	1,424,257	304,182	205,015	267,822	400,423	9,721,405	10,187,475	9,281,085
Excess (deficiency) of revenues over expenses	\$ (1,266,419)	\$ 834,673	\$ 140,511	\$ 357,395	\$ 155,898	\$ 9,828	\$ 167,715	\$ (274,258)	\$ 125,573	\$ (224,651)	\$ 194,672

See accompanying notes to the financial statements.

IX. Schedule 2 of Operating Fund Expenses - by Function

Schedule 2

Parkland Regional College
Schedule of Operating Fund Expenses by Function
for the year ended June 30, 2010

	2010								2010	Budget	2009
	General	Skills Training		Basic Education		University	Services		Total	Total (Note 10)	Total
		Credit	Non-credit	Credit	Non-credit	Credit	Leamer Support	Counsel			
Agency contracts	\$ -	\$ 578,868	\$ 416,189	\$ 795	\$ 13,302	\$ 152,057	\$ -	\$ -	\$ 1,161,192	\$ 1,358,185	\$ 1,307,824
Equipment	111,118	28,648	-	1,339	-	-	-	4,159	143,264	225,838	202,808
Facilities	300,637	30,658	8,428	2,925	3,161	4,707	-	5,866	366,392	406,270	366,822
Information technology	38,393	-	-	4,463	-	-	-	-	42,856	36,000	35,129
Operating (Schedule 3)	588,291	487,384	70,974	75,342	82,295	12,011	9,389	25,529	1,341,215	1,331,923	1,311,419
Personal services	3,102,191	1,305,054	95,812	1,336,393	225,404	36,240	188,533	373,899	6,678,496	6,810,280	6,028,054
	<u>\$ 4,140,630</u>	<u>\$ 2,438,613</u>	<u>\$ 591,383</u>	<u>\$ 1,424,257</u>	<u>\$ 304,162</u>	<u>\$ 205,015</u>	<u>\$ 207,922</u>	<u>\$ 409,423</u>	<u>\$ 9,721,405</u>	<u>\$ 10,167,475</u>	<u>\$ 9,281,055</u>
		<u>\$ 3,029,988</u>		<u>\$ 1,728,419</u>			<u>\$ 617,345</u>				

See accompanying notes to the financial statements.

X. Schedule 3 of Operating Expenses

Schedule 3

Parkland Regional College Schedule of Operating Expenses for the year ended June 30, 2010

	2010	Budget (Note 10)	2009
	Total	Total	Total
Advertising	\$ 131,808	\$ 115,825	\$ 128,805
Association fees and dues	17,962	16,550	16,590
Bad debts	8,549	3,000	165
Financial services	22,905	17,000	18,254
In-service	51,109	105,984	37,719
Insurance	31,745	22,500	27,936
Materials and supplies	431,606	279,550	430,518
Postage, freight and courier	26,263	17,785	22,028
Printing and copying	21,340	23,075	21,627
Professional services	123,126	236,829	123,661
Resale items	205,525	190,410	192,657
Subscriptions	1,532	9,200	1,007
Telephone and fax	62,148	61,240	63,885
Travel	205,598	232,975	226,566
	\$ 1,341,216	\$ 1,331,923	\$ 1,311,418

Glossary of Terms

ACCC: Association of Canadian Community Colleges

AEEL&I: Ministry of Advanced Education, Employment & Immigration

ASRC: Association of Saskatchewan Regional Colleges

Casual Student: A participant taking courses, within a program group, that collective total is less than 30 hours. (Applies to Skills Training only.)

CEO: Chief Executive Officer

Completer: Any participant who has successfully completed course requirements or remained to the end of the program.

Distinct Student: An individual participating, over an identified period of time, in one or more program groups offered by the College.

EAPD: Employability Assistance for People with Disabilities.

EAL: English as an Additional Language

FASD: Fetal Alcohol Spectrum Disorder

FLE: Full Load Equivalent. The total participant hours divided by the accepted full load equivalent factor for a program group.

FTE: Full Time Equivalent

Full-Time Student: Total number of students who are taking courses (within the program group) that collectively require a minimum average of 18 hours of scheduled class time per week for a program session with a minimum duration period of 12 weeks (both conditions need to be true). There are two exceptions:

(a) **Apprenticeship and Trade:** 240 hours (a complete level depending on the trade) is required; and

(b) **University courses:** 234 hours (6 courses at 39 hours) of scheduled class time for the academic year.

GED: General Educational Development

Graduates: Any participant who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution.

LCD: Liquid Crystal Display

LINC: Language Instruction for Newcomers to Canada

OCSM: One Client Service Model (Student Information System database)

Opportunities: One enrollment in any course or program.

Participant Hours: The total time (in hours) that a student is actively involved in a program (courses) session.

Part-time Student: The number of students who are taking courses (within a program group) that collectively require less than an average of 18 hours of scheduled class time per week for a minimum duration period of less than 12 weeks but equal to or more than 30 hours in total. **Exceptions:** University courses less than 234 hours and Apprentice and Trade less than 240 hours of scheduled class time for academic year.

Program Delivery Centre: An established entity (campus, learning centre, office) that coordinates the delivery of programs and courses of a defined geographic area within the College region.

Program Group: A combination of SIS 'Program Area', Program Type or Program Category identified for the specific purpose of reporting student enrollments. Program Groups for reporting to the Ministry of Advanced Education, Employment & Immigration are:

Skills Training - Institute Credit (SIASST)

Skills Training - Institute Credit (Other Suppliers)

Skills Training - Apprenticeship & Trade

Skills Training - Industry Credit

Skills Training - Non-Credit (includes Industry Non-Credit, Community/Individual Non-Credit, and Personal Interest Non-Credit)

Adult Basic Education - Credit Adult 12

Adult Basic Education - Credit Adult 10

Adult Basic Education - Credit Academic GED

Adult Basic Education - Non-Credit Employability/Life Skills

Adult Basic Education - Non-Credit English Language Training

Adult Basic Education - Non-Credit General Academic Studies

Adult Basic Education - Non-Credit Literacy University

PTA: Provincial Training Allowance

RPL: Recognition of Prior Learning

SCN: Saskatchewan Communications Network

SGEU: Saskatchewan Government and General Employees Union.

SIASST: Saskatchewan Institute of Applied Science and Technology

SIIT: Saskatchewan Indian Institute of Technologies

STEC: Saskatchewan Tourism Education Council

Student Enrollment: Student(s) enrolled in program(s) or course(s) that are part of a specific **Program Group**.